

686 Old Bagamoyo Road Msasani
Dar es Salaam
Tanzania

March 25, 2014

Dear Sir/Madam

REQUEST FOR QUOTATION - PR3238484 - PARTIAL ROOFING OF THE HOUSE

The Embassy of the United States of America invites you to submit your quotation for the **Partial Roofing of the House Number 1009**. Please also see the attached Scope of Work.

A site visit will be held on April 10th 2014, 10:00 hours.

If you would like to visit the site, please submit your request two days ahead of time to MarealleRA@state.gov Include the following.

- Your name
- State that this is for housing remodel site visits and the date of the visits
- Your telephone number
- Your company name
- Your company phone number

On April 11, 2014 - All questions about this work must be submitted in writing to MarealleRA@state.gov before close of business on this date.

On or about April 14, 2014 - Answers to your questions will be posted on our Contract Opportunities page on the Embassy website.

April 21, 2014 by 12:00 noon local time - If you would like to submit a quotation, provide a proforma invoice marked "**Quotation for PR3238484**". Your quotations must be received in a sealed envelope. Address the envelope as follows:

Contracting Officer
PR3238484 - PARTIAL ROOFING OF THE HOUSE
US Embassy
686 Old Bagamoyo Road Msasani
Dar es Salaam, Tanzania

An award is expected to be made to the contractor which has submitted the lowest priced technically acceptable bid.

Sincerely,

The Contracting Officer

**DESCRIPTION/SPECIFICATIONS
STATEMENT OF WORK- LOCATION 1009
PARTIAL ROOF REPLACEMENT**

1 CHARACTER AND SCOPE OF WORK

The Contractor shall furnish and supply all materials required by this scope of work, subject to exceptions stated in the Specifications/Statement of Work for materials and equipment to be provided by or work to be performed by the Government or by others under separate contracts, or otherwise specifically indicated in the contract drawings or Specifications/Statement of Work as not included in the contract. **Please note the U.S. Government does not make advance payments.**

2 SURVEY

a. The contractor should survey the property and verify the work required against the task order before beginning work, to determine if any discrepancies exist. The contractor shall be responsible for any errors, which might have been avoided by such a survey/review. The contractor shall immediately report any discrepancies to the COR (contracting officer's representative) or the Contracting Officer and shall not begin work until such matters are resolved.

b. The contract will be a firm fixed price contract payable entirely in the currency indicated in the proforma invoice. No additional sums will be payable on account of any escalation in the cost of materials, equipment or labor, or because of the contractor's failure to properly estimate or accurately predict the cost or difficulty of achieving the results required by this contract. The contractor shall carefully review this document including all attachments. If a requirement is in one it is considered to be in all and shall be priced accordingly. Nor will the contract price be adjusted on account of fluctuations in the currency exchange rates. Changes in the contract price or time to complete will be made only due to changes made by the Government in the work to be performed, or by delays caused by the Government.

3. OVERVIEW

This will project will include any or all of the following:

- Surveying current conditions and advise the COR (Contracting Officer's Representative) of any anticipated problems.
- Successfully complete all requirements of this SOW (Scope of Work) using high quality materials, which have approved by the COR
- Fully complete all aspects of this SOW within the time allotted.
- Clean the project site.

4. MEASUREMENT

Measurements may be performed by on-site surveying or through the use of record drawings. The contractor is responsible to ensure that the measurements used are accurate.

5. INSTALLATION

5.1. Examination and Preparation

The Contractor shall inspect all existing conditions, which may impact successful completion of the project. Successful completion of the project is defined as the project being successfully completed on time and within budget while not adversely affecting the occupants of the residence. The Contractor shall report to the COR and Post's General Services Officer any defective existing conditions found which would impair successful construction of the perimeter wall. Include recommended procedure for overcoming the defects. Await response from COR before proceeding with aspects of the renovation project that are in question.

6. WARRANTY

Contract Terms and Conditions, the contractor warrants and implies items and services provided. The Contractor shall obtain and furnish to the Government all information which is required in order to make any subcontractor's, manufacturer's, or supplier's guarantee or warranty legally binding and effective, and shall submit both the information and the guarantee or warranty to the Government in sufficient time to permit the Government to meet any time limit requirements specified in the guarantee or warranty, but not later than completion and acceptance of all work under this contract. The minimum period of coverage of all warranties shall be at least one calendar year.

7. PERIOD OF PERFORMANCE

All work under this contract, including clean up and demobilization shall be clearly indicated in the contractor's Performa submission package. The COR will review the quotation and, if the quotation is appropriate, may request another timeline.

8. WORK HOURS

All work shall be performed during normal working hours, which are Monday through Friday 7:30 – 17:00 except for American holidays and local holidays, which will be notified to the contractor 48 hours in advance, other hours may be approved by the Contracting Officer's Representative. Notice must be given 48 hours in advance to COR who will consider any deviation from the hours identified above.

8.1. If the contractor's personnel work on a holiday, no form of holiday or other premium compensation will be reimbursed either as a direct or indirect cost, unless authorized pursuant to an overtime clause elsewhere in this contract.

9. PERSONNEL REQUIREMENT

9.1 Removal of Personnel

The Contractor shall maintain discipline at the site and at all times take all reasonable precautions to prevent any unlawful, riotous or disorderly conduct by or amongst those employed at the site and for the preservation of peace and protection of persons and property in the neighborhood of the project against the same. The Contracting Officer or COR may require, in writing, that the Contractor remove from the work any employee that the Contracting Officer or COR deems incompetent, careless, insubordinate or otherwise objectionable, or whose continued employment on the project is deemed to be contrary to the Government's interests. All employees assigned to this project shall be dressed in clean clothes and shall be suitably groomed on a daily basis.

9.2 Notice to the Government of Labor Disputes

If the Contractor has knowledge that any actual or potential labor dispute is delaying or threatens to delay the timely performance of this contract, the Contractor shall immediately give notice, including all relevant information, to the Contracting Officer.

9.3 Construction Personnel Security

After award of the contract, the Contractor has two calendar days to submit to the Contracting Officer a list of workers and supervisors assigned to this project so the Government may conduct all necessary security checks.

9.4 Language Proficiency

The manager assigned by the contractor to the work on-site shall be fluent in written and spoken English, and have a fully functional mobile phone assigned to him/her fulltime.

10. UTILITIES

The Government cannot ensure that utilities will be available at all properties at all times. The contractor shall have an alternate source of power (e.g., generator) available if needed. Contractor shall have its own source of water available for mixing concrete and for clean up in the event that water is not available at the property.

11. MATERIALS AND EQUIPMENT

The contractor shall provide all necessary supplies and equipment to successfully complete this project. The U.S. Government will furnish no equipment or supplies.

12. The Contractor agrees that the Government shall not be responsible for personal injuries or for damages to any property of the Contractor, its officers, agents, servants, and employees, or any other person, arising from and incident to the Contractor's performance of this contract. The Contractor shall hold harmless and indemnify the Government from any and all claims arising therefrom, except in the instance of gross negligence on the part of the Government.

13. LAWS AND REGULATIONS

The Contractor shall, without additional expense to the Government, be responsible for complying with all laws, codes, ordinances, and regulations applicable to the performance of the work, including those of the host country, and with the lawful orders of any governmental authority having jurisdiction. Host country authorities may not enter the construction site without the permission of the Contracting Officer. Unless otherwise directed by the Contracting Officer, the Contractor shall comply with the more stringent of the requirements of such laws, regulations and orders and of the contract. In the event of a conflict among the contract and such laws, regulations and orders, the Contractor shall promptly advise the Contracting Officer of the conflict and of the Contractor's proposed course of action for resolution by the Contracting Officer.

The Contractor shall comply with all local labor laws, regulations, customs and practices pertaining to labor, safety, and similar matters, to the extent that such compliance is not inconsistent with the requirements of this contract.

Proper documentation and evidence satisfactory to the Contracting Officer of compliance with this clause shall be submitted by the Contractor at such times as directed by the Contracting Officer.

14. SAFETY

Accident Prevention

(a) General. The Contractor shall provide and maintain work environments and procedures which will (1) safeguard the public and Government personnel, property, materials, supplies, and equipment exposed to Contractor operations and activities; (2) avoid interruptions of Government operations and delays in project completion dates; and (3) control costs in the performance of this contract. For these purposes, the Contractor shall--

(1) Provide appropriate safety barricades, signs and signal lights;

(2) Comply with the standards issued by any local government authority having jurisdiction over occupational health and safety issues; and

(3) Ensure that any additional measures the Contracting Officer determines to be reasonably necessary for this purpose are taken.

(b) Records. The Contractor shall maintain an accurate record of exposure data on all accidents incident to work performed under this contract resulting in death, traumatic injury, occupational disease, or damage to or theft or loss of property, materials, supplies, or equipment. The Contractor shall report this data in writing to the Contracting Officer the next working day following the incident.

(c) Subcontracts. The Contractor shall be responsible for its subcontractors' compliance with this clause.

(d) Written Program. Before commencing the work, the Contractor shall--

(1) Submit a written proposal for implementing this clause; and

(2) Meet with the Contracting Officer to discuss and develop a mutual understanding relative to administration of the overall safety program.

(e) The Contracting Officer or COR shall notify the Contractor of any non-compliance with these requirements and the corrective actions required. This notice, when delivered to the Contractor or the Contractor's representative at site, shall be deemed sufficient notice of the non-compliance and corrective action required. After receiving the notice, the Contractor shall immediately take correction action. If the Contractor fails or refuses to promptly take corrective action, the Contracting Officer may issue an order suspending all or part of the work until satisfactory corrective action has been taken. The Contractor shall not be entitled to any equitable adjustment of the contract price or extension of the performance schedule on any suspension of work issued under this clause.

15. ACCEPTANCE OF SCHEDULE

15.1 At the time the proforma cost estimate is submitted, the contractor shall also submit a preliminary project schedule. The schedule shall clearly outline each of the major tasks to be completed and shall show specific benchmark dates on when each task will be completed. When the Government has accepted any time schedule, it shall be binding upon the Contractor. The completion date is fixed and may be extended only by a written contract modification signed by the Contracting Officer. Acceptance or approval of any schedule or revision thereof by the Government shall not (1) extend the completion date or obligate the Government to do so, (2) constitute acceptance or approval of any delay, nor (3) excuse the Contractor from or relieve the Contractor of its obligation to maintain the progress of the work and achieve final completion by the established completion date.

16 NOTICE OF DELAY

16.1 In the event the Contractor receives a notice of any change in the work, or if any other conditions arise which are likely to cause or are actually causing delays which the Contractor believes may result in completion of the project after the completion date, the Contractor shall notify the COR of the effect, if any, of such change or other conditions upon the approved schedule, and shall state in what respects, if any, the relevant schedule or the completion date should be revised. Such notice shall be given promptly and not more than two (2) days following the first occurrence of event giving rise to the delay or prospective delay. Revisions to the approved time schedule shall only be made with the approval of the COR.

17. EXCUSABLE DELAYS - The Contractor will be allowed time, not money, for excusable delays. Examples of such cases include (1) acts of God or of the public enemy, (2) acts of the United States Government in either its sovereign or contractual capacity, (3) acts of the government of the host country in its sovereign capacity, (4) acts of another contractor in the performance of a contract with the Government, (5) fires, (6) floods, (7) epidemics, (8) quarantine restrictions, (9) strikes, (10) freight embargoes, (11) delays in delivery of Government furnished equipment and (12) unusually severe weather. In each instance, the failure to perform must be beyond the control and without the fault or negligence of the Contractor, and the failure to perform furthermore (1) must be one that the Contractor could not have reasonably anticipated and taken adequate measures to protect against, (2) cannot be overcome by reasonable efforts to reschedule the work, and (3) directly and materially affects the date of final completion of the project.

18. All submittals shall be in the English language.

19. Scope of Work

1.0 Install a new wooden trussed roof structure with mangalore tiles with the proper pitch on top of the existing roof. Remove old metal roof panels and waterproof substrate with waterproof membrane. Provide water infiltration protection throughout taskings be taken, utilizing high quality plastic/vinyl tarps.

1.1 For the portion of the roof in question, as will be defined in the site visit, remove and dispose of all existing roofing materials and debris. Clean and prepare the roof to accept the new roofing materials.

1.2 All timber must be treated

1.3 Supply and install a suitable roof support structure 2x4 inch (or greater, if necessary) wood.

1.4 Supply and Install 12 mm marine plywood with water proof sheathing (tar paper, for example) on top of the structure.

1.5 Fix treated 2x2 boards to be used as battens on top of the marine plywood

1.6 Supply and lay Mangalore tiles on top of treated timber battens

- 1.7 Provide a detailed itemized cost estimate for all other costs associated with this project. .
- 1.8 Provide catalog cuts and samples of materials you intended to use if awarded a contract. All materials must be high quality first world products. This information must be included in your submission package.
- 1.9 Clearly specify in your proforma submission the length of the warranty period for faulty materials and poor workmanship.